

Operator Training Workshops Spring 2004



Presented By:

Office of Operator Training
Water Program Coordination Division
Department of Environmental Quality
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Dissolved Oxygen & BOD Testing

When: June 29 - 30, 2004
Where: Piedmont Regional Office, Glen Allen Virginia
Time: 8:30 AM - 4:30 PM
Training Credits 1.0 TCs
Registration Fee \$100

This two day workshop provides the knowledge and skills required to perform dissolved oxygen and five day biochemical oxygen demand sampling and testing. The program includes hands on training in performing the subject analyses as well as sampling considerations, sample preservation, sample pretreatment and seeding, required calculations, recordkeeping and required quality assurance considerations.

Activated Sludge Process Control, Part I

When: July 27 - 29, 2004
Where: West Central Regional Office, Roanoke Virginia
Time: 8:30 AM - 4:30 PM
Training Credits 2.0 TCs
Registration Fee \$150

This three day workshop provides the knowledge and skills required to monitor and adjust the operation of an activated sludge treatment plant. The program will focus on the basic concepts, process observations, basic process control testing, including settled sludge volume (settleability) testing, microscopic examination, dissolved oxygen and alkalinity, recordkeeping and data interpretation. The program's hands on activities will include observation of an activated sludge system, collection and analysis of process control samples, and data analysis. Managers, operators and operator trainees of activated sludge treatment systems will find this program very helpful.

VPDES Permit Recordkeeping and Reporting

When: July 29, 2004
Where: West Central Regional Office, Roanoke Virginia
Time: 1:30 PM - 4:30 PM
Training Credits Not approved for training credits
Registration Fee The is no fee for this program

This program is designed to review recordkeeping and reporting requirements associated with the Virginia Pollutant Discharge Elimination System (VPDES) permit. The three hour program will include discussions of recordkeeping requirements and the various reporting requirements established in the VPDES permit.

General Information

Directions and Accommodations

Upon receipt of the completed registration directions and other pertinent information (i.e. nearby lodging and restaurants) applicable to the workshop location will be mailed to each participant.

Registration Dissolved Oxygen and BOD Testing Workshop or Activated Sludge Process Control, Part I Workshops

Registration for each program is limited. Registrations will be accepted on a "first come - first served" basis. The date the complete application (including payment) is received by the Department's Office of Finance will determine the order of acceptance. The registration forms and fees should be mailed to the Department's Office of Finance at the address shown on the form. **Due to the popularity of the programs no "walk-in" registrations can be accepted.**

Registration VPDES Permit Recordkeeping and Reporting Workshop

Since there is no fee required for this program the completed registration form should be sent to the Department's Office of Operator Training. **Registrations for this program only can be mailed, faxed or emailed to:**

**Jack Vanderland
Office of Operator Training
Department of Environmental Quality
PO BOX 10009
Richmond VA 23240
Fax 804 698 4032
email: jwvanderland@deq.virginia.gov**

Fees

Fees are based on the length of the program and the complexity of the topic area covered. Fees for each program are listed on the schedule. Fee must be submitted in the form of check or money order made payable to the Department of Environmental Quality prior to the start of the program. No purchase orders or credit cards can be accepted. State Agencies should contact the Department's Finance Office (804 698-4162) for IAT procedures.

Course Approval

Unless otherwise noted all courses presented by the Department of Environmental Quality Office of Operator Training are recognized by the Virginia Board for Waterworks and Wastewater Works Operators. Courses can, when applicable, be used as substitution for required operational experience.

Withdrawal, Substitution & Refund Policy

Registrants who must withdraw should notify the Department as soon as possible. Substitutions are permitted anytime **prior to the start of class**. Registrants who withdraw from the program at least 5 business days prior to the start of the program will receive a full refund. Withdrawals made after this time will not receive a refund.

Cancellation

The Department reserves the right to cancel any program when there are insufficient registrations. People who register will be notified of the cancellation and will receive a refund.

Breaks, Lunches & Transportation

The registration fee does not include break refreshments or lunch. When programs include field activities, participants are responsible for transportation to the field activity site.

Dissolved Oxygen & BOD Testing Workshop Registration Form

Note: If more than one person from your facility will be attending the workshop, please complete one form for each person. Thank you

Name: _____

Mailing Address:

Street/PO Box: _____

City: _____ State: _____ Zip: _____

Daytime Phone: (____) - ____ - _____ Daytime Fax: (____) - ____ - _____

Email Address: _____

Employer Information:

Employer: _____

Supervisor: _____

Telephone: (____) ____ - _____ FAX: (____) ____ - _____

Email: _____

**Will be attending the Dissolved Oxygen & BOD Testing Workshop
to be conducted June 29 - 30, 2004 at the Department's Piedmont
Regional Office in Glen Allen Virginia.**

**Fee \$ 100 (Check or money order payable to
the "Department of Environmental Quality")**

Mail form & payment to: Office of Finance
Department of Environment Quality
PO Box 10150
Richmond VA 23240

Activated Sludge Process Control, Part I Workshop Registration Form

Note: If more than one person from your facility will be attending the workshop, please complete one form for each person. Thank you

Name: _____

Mailing Address:

Street/PO Box: _____

City: _____ State: _____ Zip: _____

Daytime Phone: (____) - ____ - _____ Daytime Fax: (____) - ____ - _____

Email Address: _____

Employer Information:

Employer: _____

Supervisor: _____

Telephone: (____) ____ - _____ FAX: (____) ____ - _____

Email: _____

**Will be attending the Activated Sludge Process Control, Part I
Workshop to be conducted July 27 - 29, 2004 at the Department's
West Central Regional Office, Roanoke VA**

**Fee \$ 150 (Check or money order payable to
the "Department of Environmental Quality")**

Mail form & payment to: Office of Finance
Department of Environment Quality
PO Box 10150
Richmond VA 23240

VPDES Recordkeeping & Reporting Workshop Registration Form

Note: If more than one person from your facility will be attending the workshop, please complete one form for each person. Thank you

Name: _____

Mailing Address:

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Daytime Phone: (____) - ____ - _____ Daytime Fax: (____) - ____ - _____

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Telephone: (____) ____ - _____ FAX: (____) ____ - _____

Email: _____

☐ **Will be attending the workshop VPDES Recordkeeping and Reporting Workshop on July 29, 2004 (1:30 PM - 4:30 PM) at the West Central Regional Office in Roanoke Virginia(s) checked below:**

Mail, fax or email the registration information to:

Jack Vanderland
Office of Operator Training
Department of Environment Quality
PO Box 10009
Richmond VA 23240
Fax 804 698 4032
email: jwvanderland@deq.virginia.gov